

State of Texas
County of Tarrant
City of Grapevine

The Board of Commissioners of the Grapevine Housing Authority held a meeting in regular session on this the 13th day of June 2013 in the Conference Room of Grapevine Housing Authority, with the following members present to wit:

Randy Bacon	Vice Chair/Financial Officer
Joetta King	Commissioner
Oleta White	Resident Commissioner

Constituting a quorum, with the following also present:

Debra Wells	Executive Director
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CALL TO ORDER

CITIZEN COMMENTS

REPORT OF THE EXECUTIVE DIRECTOR (INFORMATIONAL ONLY)

Item #1. Rent Delinquency and Information Sheet

The Executive Director reported to the Board on the rent delinquencies, number of empty units, work orders and statistical information for the waiting list for Public Housing. Also reported was the statistical information for the Section 8 Voucher Program including number of Vouchers leased up, cost per voucher, number of applications on the waiting list, and the Portability and Receipts report. Portability accounts receivables aging report included.

Item #2 Capital Funds Activity Report

The Board was provided with an update on expended funds for the capital funds and modernization projects.

Item #3 Report of Public Housing and Section 8 Activity and issues

The Board was provided with a report for Public Housing and Section 8 activity and issues.

NEW BUSINESS

Item #1 Consideration of the minutes from the April 25, 2013

The board was provided with the minutes from the April 25, 2013 board meeting for approval.

Commissioner King moved and Commissioner White seconded to accept the minutes as presented.

Ayes: Bacon, King and White
Nays: None
Absent: Everett and Rice

Motion passed.

Item #2 Consideration and approval of the 2013 annual tree pruning contract with Preservation Tree

The board was provided with annual costs to prune all trees on the five streets. It was mentioned that the contractor has done a good job the past few years and the work being done now is maintenance.

Commissioner King moved and Commissioner White seconded to accept the 2013 annual tree pruning contract with Preservation Tree.

Ayes: Bacon, King and White
Nays: None
Absent: Everett and Rice

Motion passed.

Item #3 Consideration and approval of an amendment to the Housing Choice Voucher Program Administrative Plan to include policy for removing participants due to funding shortfalls

The board was provided with an amendment to Section XX. Evictions and Terminations which included letter D. Terminations of Assistance – Due to Insufficient Funds. It was noted that the new wording referred to the agency as the PHA and this wording needed to be changed to GHA to coincide with the rest of the document. The document made reference to the owner of the leased unit and it was recommended to change the wording to read landlord instead for better understanding.

Commissioner King moved and Commissioner White seconded to table the amendment in order to make the changes.

Ayes: Bacon, King and White
Nayes: None
Absent: Everett and Rice

Motion passed

Item #4 Report and acceptance of the monthly financial statements for the months of January, February, March and April 2013

Commissioner Bacon reported that he reviewed the financial statements for the months of January, February and March 2013 and they were found acceptable. He stated he didn't remember receiving the financial statements for the month of April 2013. The executive director stated she would send April 2013 financial statements to the board and put them on the next agenda for approval.

Commissioner King moved and Commissioner White seconded to accept the January, February and March 2013 Monthly Financial Statements as presented.

Ayes: Bacon, King and White
Nayes: None
Absent: Everett and Rice

Motion passed

ADJOURNMENT


Commissioner King moved and Commissioner White seconded that the meeting be adjourned.

Ayes: Bacon, King and White
Nayes: None
Absent: Everett and Rice

Motion passed. Meeting adjourned at 4:55 p.m.

PASSED AND APPROVED BY THE BOARD OF COMMISSIONERS OF THE GRAPEVINE HOUSING AUTHORITY ON THE 25TH DAY OF JULY, 2013.

APPROVED:


Jane Everett, Vice Chair

ATTEST:

A handwritten signature in black ink, appearing to read "Debra Wells", written over a horizontal line.

Debra Wells,
Executive Director